

College Credit Equivalency

- Sixty (60) inservice points in an approved Florida master inservice program are equivalent to three (3) semester hours of college credit.
- A passing numerical score on the Florida subject area test specific to the coverage to be renewed is equivalent to three (3) semester hours of college credit for renewal purposes.
- A valid certificate issued by the National Board for Professional Teaching Standards will renew the Florida certificate in the subject shown on the national certificate.
- Teaching a college level course at an acceptable institution may be accepted the same as credit earned for that course.

Reinstatement of Expired Professional Certificates

You may apply for reinstatement of an expired Professional Certificate. To do so, you must submit to the Bureau of Educator Certification:

- An application for reinstatement of designated coverages (Form CG-10R),
- A fee of \$56.00,
- Documentation of 6 semester hours of appropriate college credit or 120 inservice points completed during the 5 years immediately preceding reinstatement of the certificate, and
- A passing score on the subject area test for each subject from the expired certificate to be shown on the reinstated certificate. Tests must be completed during the 5 years immediately preceding reinstatement of the certificate.

Requirements for reinstatement of an expired certificate may not be satisfied by subject area tests or college credits completed for issuance of the certificate that has expired.

If your certificate has expired for more than one year, fingerprints will also be required.



To contact the Bureau of Educator Certification:

Telephone Inquiry:

1-800-445-6739 (U.S. residents)
1-850-245-5049 (Outside U.S.)

Correspondence Inquiry:

Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, Florida 32399-0400

Internet Home Page

www.fldoe.org/edcert

E-Mail Address

edcert@fldoe.org

Note: It is essential that you include either your social security number or Department of Education number to receive assistance through any form of correspondence.

Florida Educator Certification Renewal Requirements



**Bureau of Educator Certification
Florida Department of Education
Tallahassee, Florida 32399-0400**
Revised October 2005



General Information

If you are employed by a public school district in Florida, request a district application form for certificate renewal from your district office and submit the completed application to your employing school district.

If you are employed by a private school, or if you are not currently employed as an educator, go to www.fldoe.org/edcert to apply for renewal online or to request Application Form CG-10R for submission to the Bureau of Educator Certification.

- Renewal requirements must be completed during the last validity period of the Professional Certificate and prior to expiration of the Professional Certificate. It is the responsibility of each applicant to obtain current information regarding renewal requirements from the employing school district, nonpublic school, or Bureau of Educator Certification.
- The application form and appropriate fee must be submitted during the last year of the validity period of the certificate and prior to the expiration of the Professional Certificate. However, the renewal application may be submitted after expiration of the Professional Certificate if the following criteria are met:
 - Appropriate renewal requirements are completed prior to expiration of the Professional Certificate, and
 - Renewal application form, application fee, and \$30.00 late fee are submitted to the Bureau of Educator Certification prior to July 1 of the year following expiration of the certificate.
- A grade of at least “C” must be earned in each college course used for renewal. A grade of “pass” or “satisfactory” is an acceptable grade.

- In the event a subject is deleted from the certificate at the request of the certificate holder or due to noncompletion of renewal requirements, all requirements which are in effect when an application is submitted to add the subject to the certificate again must be completed.
- College level credits used for certificate renewal must be completed at an accredited college or university or a non-accredited college or university that has been approved by the Florida Department of Education.

Appropriate Categories for Renewal

The following topics are appropriate for renewing your Professional Certificate.

- Content specific to the subject area(s)
- Methods or education strategies specific to the subject area(s)
- Computer literacy, computer applications, and computer education
- Exceptional student education
- ESOL (English for Speakers of Other Languages)
- Drug abuse, child abuse and neglect, or student dropout prevention
- Training related to the goals of the Florida K-20 System, such as:

Content - English, economics, mathematics, science, social sciences, foreign languages, humanities, global economy, technology, ecology, first aid, health, or safety

Classroom Strategies - Cooperative learning, problem-solving skills, critical-thinking skills, classroom management, child development, collaboration techniques for working with families, social services, child guidance and counseling, teaching reading, or educational assessments, etc.

School Administration Accountability - Instructional design, leadership skills, school and community relations, school finance, school facilities, school law, or school organization

Vocational and Adult Education Accountability Adult learning, principles of adult or vocational education, vocational education for students with special needs, or vocational guidance

Retention of Subjects

Six (6) semester hours of college credit or equivalent must be earned during each renewal period to renew your certificate. See information below for retaining all subjects on your certificate.

Retaining One Subject Coverage

At least three (3) of the six (6) semester hours or equivalent must meet the criteria in the section entitled “Appropriate Categories for Renewal.”

Retaining Two Subject Coverages

All six (6) semester hours or equivalent must meet the criteria in the section entitled “Appropriate Categories for Renewal” to retain each subject.

Retaining More than Two Subject Coverages

You may use two consecutive validity periods to renew all coverages as follows:

• First Renewal Period

At least three (3) of the six (6) semester hours or equivalent must meet the criteria in the section entitled “Appropriate Categories for Renewal” in at least one subject area on your certificate. This will retain all subjects for the next validity period.

• Second Renewal Period

Three (3) semester hours or equivalent must be earned for each additional subject you want to retain on your certificate. The credit must meet the criteria in the section entitled “Appropriate Categories for Renewal.” A minimum of six (6) semester hours or equivalent is required to renew the certificate. If you have more than four subjects you want to retain, you must complete more than six (6) semester hours or equivalent during the second validity period

Note: A subject which has not been renewed during two successive validity periods will be deleted from the certificate.

